

# **Deficiency Progress Report – Update 1**

Status Report Submitted: 4/7/08

**CUPA Name:** Petaluma City Fire Department

**Evaluation Date:** January 24, 2008

**Next Progress Report (Update 2) Due:** July 22, 2008

## **State Evaluation Team:**

**Cal/EPA Team Leader:** *Kareem Taylor*

**Based on the CUPA's corrective action response, the following deficiency is considered corrected and no further updates are required: 1**

Please update the deficiencies below that remain in progress.

1. **Deficiency:** The CUPA did not report the number of routine inspections that return to compliance (RTC) on its Annual Inspection Summary Reports (Report 3s) for FYs 05/06 and 06/07. The Annual Enforcement Summary Reports (Report 4s) for both FYs show that facilities were cited for violations.

**Preliminary Corrective Actions:** none

**Cal/EPA's 1<sup>st</sup> Response:** This deficiency was corrected during the evaluation.

2. **Deficiency:** The CUPA's narrative self audit does not adequately summarize the effectiveness of its activities. These activities include, but are not limited to the following:
  - permitting
  - inspections
  - enforcement
  - single fee system

**Preliminary Corrective Actions:** By September 30, 2008, the CUPA will complete a narrative self audit that adequately summarizes the effectiveness of its activities. Submit the CUPA's FY 07/08 self audit to Cal/EPA along with its FY 07/08 Annual Summary Reports.

**CUPA's 1<sup>st</sup> Status Update:** As stated above the CUPA will assure that the next self audit will include an overview of the "effectiveness of it's

activities". A copy of the CUPA's FY 07/08 self audit will be submitted to Cal/EPA along with its FY 07/08 Annual Summary Reports.

**Cal/EPA's 2<sup>nd</sup> Response:** On the next progress report, state whether or not the CUPA would like Cal/EPA to provide any sample self audits to assist in the development of Petaluma's narrative self audit.

**CUPA's 2<sup>nd</sup> Update:** Enter update here